



# CITY OF HOUSTON

## Job Posting

1	<b>Applications accepted from</b>	<b>ALL PERSONS INTERESTED</b>
2	<b>Job Classification</b>	<b>Microbiologist III</b>
3	<b>Posting Number</b>	<b>PN# 105410</b>
4	<b>Department</b>	<b>Health &amp; Human Services Department</b>
5	<b>Division</b>	<b>Communicable Disease</b>
6	<b>Section</b>	<b>Serology/Virology Laboratory</b>
7	<b>Reporting Location</b>	<b>1115 S. Braeswood</b>
8	<b>Workdays &amp; Hours</b>	<b>M - F, 8 a.m. - 5 p.m.*</b> <b>(Some weekends and evening/holidays needed.)</b> <b>*Subject to change</b>

9 **DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**  
Performs highly technical bacteriological, serological and/or virological laboratory work according to clearly prescribed procedures and laboratory techniques or developmental methods.

- CORE FUNCTIONS**
- Performs various Serological tests for viruses and syphilis.
  - Processes specimens, enters patient demographics and test results into the Laboratory Information System. Generates certification logs, verifies and disburses patient reports and answers telephone inquiries.
  - Conducts quality control tests on reagents and equipment used for testing. Participates in proficiency testing and certification programs.
  - Maintains reagents and supplies for all testing procedures; Xeroxes, faxes and files patient reports, as needed.
  - Performs darkfield microscopy for syphilis.
  - Other duties as assigned.

10 **WORKING CONDITIONS**  
This position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.

11 **MINIMUM EDUCATIONAL REQUIREMENTS**  
A Bachelor's degree in Biology, Bacteriology, Microbiology or a closely related field is required.

12 **MINIMUM EXPERIENCE REQUIREMENTS**  
Two years of experience in laboratory work dealing with bacteriology, serology or virology are required.

13 **MINIMUM LICENSE REQUIREMENTS** None

14 **PREFERENCES**

- Some weekends and evenings/holidays are needed.
- Experience in clinical laboratory is preferred.

15 **SELECTION/SKILLS TESTS REQUIRED** None

16 **SAFETY IMPACT POSITION** ☒Yes ☐No  
This position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

17 **SALARY INFORMATION** **GENERAL FUNDED POSITION**  
Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:  

Salary Range - Pay Grade 21

\$1,211 - \$1,660 Biweekly      \$31,486 - \$43,160 Annually

18 **OPENING DATE** June 22, 2005

19 **CLOSING DATE** Open Until Filled

20 **APPLICATION PROCEDURES**  
Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Level. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.** TDD Phone Number (713) 837-9496.

An equal opportunity employer